



California State Parks

Land and Water Conservation Fund



Winter 2009
Technical Assistance Workshop



Workshop Presenters

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California State Parks





Objectives

- Select the right project
- Submit a complete application
- Write a clear project scope
- Meet the Section 6(f)(3) requirement
- Prepare a cost estimate
- Respond to competitive criteria





Select the right project

- Is it eligible?
- Is it direct recreation?
- Is it a Priority Recreation Venue?
- Can it be completed in three years?
- Is all the funding in place?
- Will the environmental and all other application components be completed by the application deadline?





Planning Time Line

May-Jun July Aug Sept Oct Nov Dec Jan Feb March

Project
Development
Design &
Layout
Compliance
Public Input

Environmental
Compliance
Documents

Develop
Proposal
Components
•Budget
•Photos

LWCF
Proposal
Written

March
LWCF
Proposal
Due





Submit a complete application

- Complete pre-application planning
- Review application checklist





Application Checklist

- Application form (Page 15)
- Resolution (Page 17)
- Project Summary (Page 12)
- Project Proposal (Page 18)
- Cost Estimate (Page 29)
- Acquisition Schedule (Page 32)
- CEQA and NEPA (Page 35)
- Land Tenure (Page 9)
- Leases (Page 14)
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- 6(f)(3) Map (Page 50)
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- Timeline (Page 14)





Write a clear project scope

- The scope statement should only include a description of the project.
- Identify the items of work to be completed with LWCF funds and the match.
- Include enough detail to identify each project element to be completed by the grant.
- Scope should be consistent with CEQA/NEPA, the cost estimate, and site plan.
- Do not include items of work that will not be funded by LWCF funds and the required match.
- Do not include the merits of the project in the scope statement.





Application Checklist



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Resolution (Page 17)



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Respond to competitive criteria

The Project Proposal

- Respond to the criteria in order
- Respond to each criterion separately
- Provide a written response to each question or statement as it pertains to the Project. If a particular question or statement does not apply, indicate “NA” (not applicable) and a brief explanation as to why.
- Limit the proposal to no more than 15 pages, 8 ½” x 11” paper, single-sided, double-spaced, with 12-point font. Attachments do not count as part of the 15 pages.
- Cite studies, reports, or other data that support the responses, where appropriate.





Respond to competitive criteria

	Point Value
1. Priority Statewide Outdoor Recreation Need	15
2. Identification of CORP Priority Issues	15
3. Outdoor Recreational Opportunities	20
4. Public Involvement	10
5. Population and Population Density	5
6. Cost-Use Benefit	5
7. Accessibility	5
8. Priority Acquisitions (Acquisition Projects only)	5
9. Suitability (Development Projects only)	5
10. Readiness	5
11. Performance	5
12. Operation and Maintenance	5
13. Additional Program Requirements	0





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Prepare a cost estimate

Include line items for each project element listed in the Grant Scope/ Recreation Venue Chart.

No more than 25% of the Grant amount can be spent on non-construction costs.

Only list eligible costs directly related to the Grant.

This is an estimate; changes to these figures may and are expected to occur during the course of construction.

Match must be committed at the time of Application.

No costs are eligible until after the date of federal approval.





Construction Costs

Direct Opportunity (Recreation Venue – refer to the chart, See Page 20)	Projected Cost	Priority Rating	Percentage of Total Costs
Trail	\$50,000	1	21%
Picnic Area	\$50,000	2	21%
Open Turf (soccer field)	\$75,000	4	31%
Skate Park	\$30,000	9	12%
Support Facilities			
Restroom	\$30,000		12%
Subtotal A (include Construction contingencies)	\$235,000		97%
Non-Construction Costs			
Engineering/Administration			
Engineering/Architectural Fees	\$3,000		
Administration	\$3,000		
Subtotal B	\$6,000		
TOTAL PROJECT COST (Subtotal A+B)	\$241,000		





Source of Funds

Applicant's Sources of Funds (by name) for 100% Project Cost, funds must be from eligible sources, and cannot include LWCF.

City Redevelopment Fund	\$150,000
City General Fund and Impact Fees	\$91,000
Total funding sources for 100% Project cost:	\$241,000

Federal funding eligible to be used as match:

- Community Development Block Grant
- SAFETEA-LU

LWCF Grants may be combined with other non-federal Grants to fund a Project where the Grant Scope is the same.





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Environmental Compliance

- CEQA



- NEPA





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Land Tenure

- Fee title without encumbrances that would have an adverse effect on the Project, *or*
- A fully executed, 25-year lease from a federal agency if its land is being developed, *or*
- A fully executed lease or agreement, that adequately safeguards the *perpetual use requirement* with another public agency contained in the LWCF program.
- *If an Applicant cannot fulfill the terms and conditions of land tenure, then an application should not be submitted.*



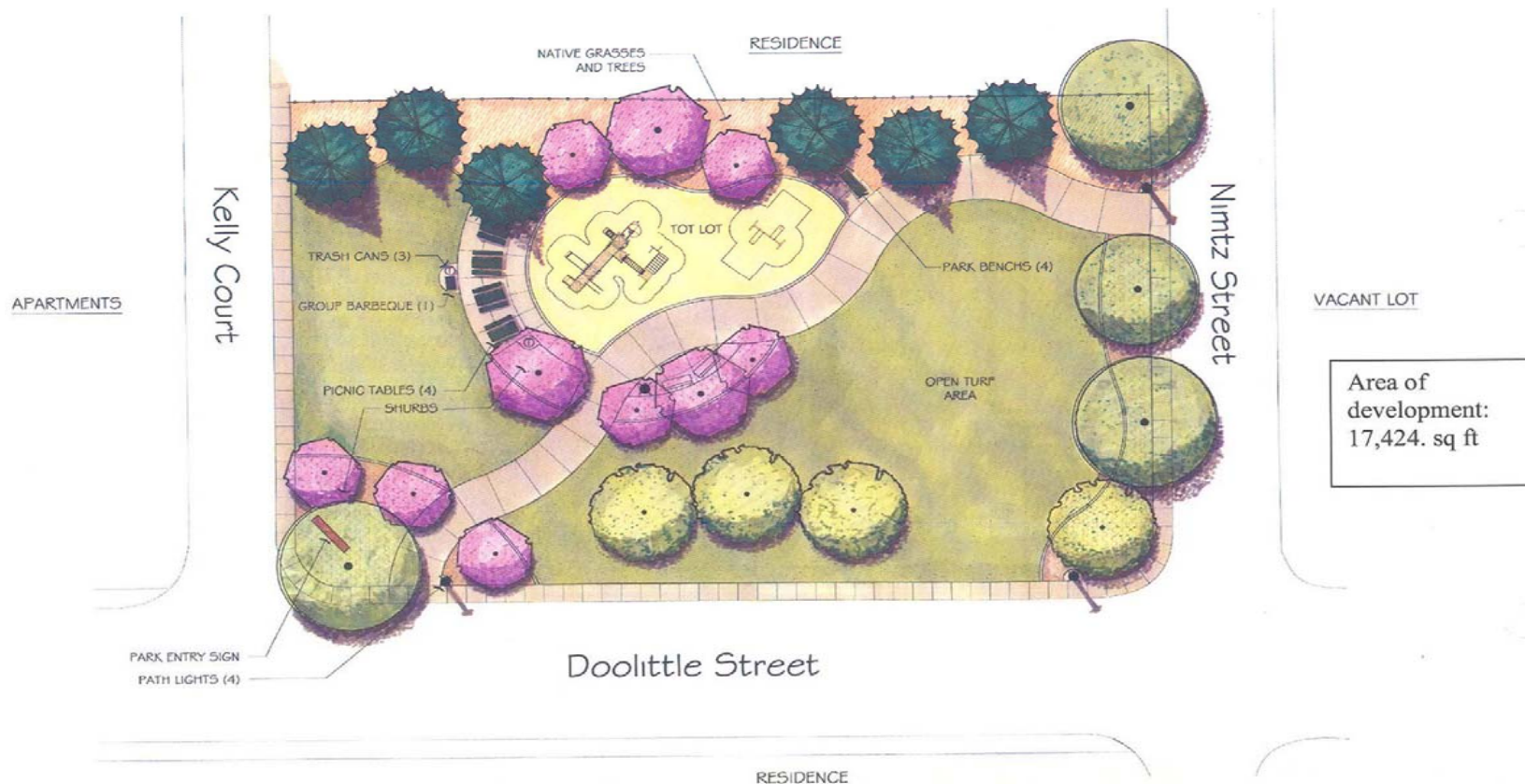


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Site Plan



PARK MASTER PLAN FOR:

VERANO CREEK PARK (0.4 Acres)

CITY OF SACRAMENTO, CALIFORNIA



DATE: SEPTEMBER 9, 2007
PROJECT MANAGER: JEFF NETKA
DESIGN BY: MICHAEL ROOLES

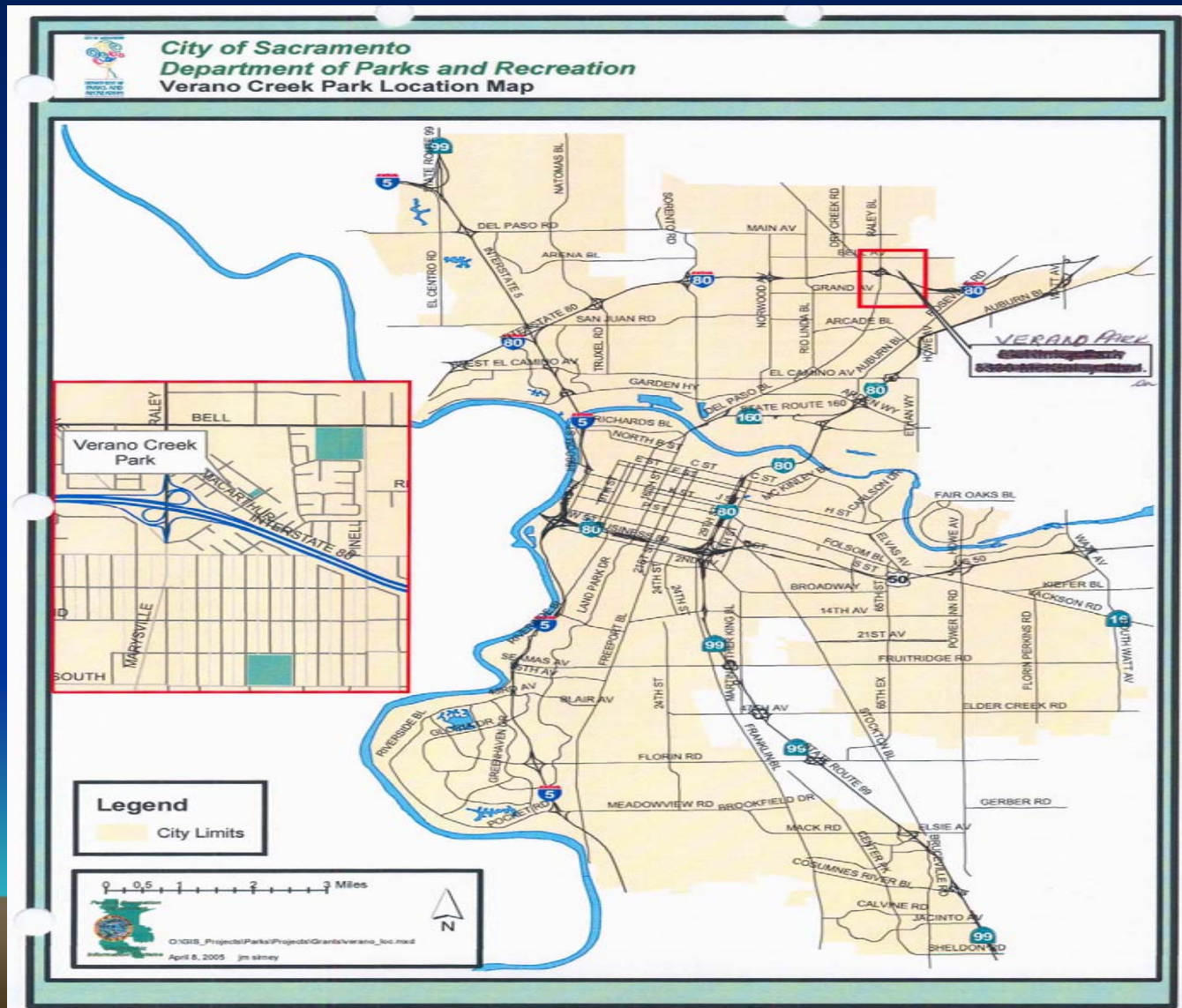


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Location Map





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Meet the Section 6(f)(3) requirement

- Property acquired or developed under the LWCF program must be retained in perpetuity for public outdoor recreation use.
- The area to be retained is identified on the Section 6(f)(3) boundary map submitted by the applicant.
- The area must include the entire park, not just the area being acquired or developed with LWCF assistance





6(f)(3) Boundary Map

SAMPLE

① Section 6(f)(3) Boundary Map

⑩ San Joaquin Blvd. ⑤ 600' ⑧

30' Rd R/W ⑦ 30' Rd R/W

Parcel #1

⑥ Clubhouse 3000 sq. ft.

⑤ 217'

⑤ 250' ⑩ Sacramento St. ← 6(f)(3) Boundary

Parcel #2

⑤ 300'

⑤ 300' ⑩ Santa Clara Ln.

⑤ 300' Riverside Wy. ⑩

City Hall

Rancho Park ③

② Signature of individual Authorized in resolution _____

_____ Date

_____ Date of map preparation ④

Section 6(f)(3) Boundary Acreage ⑪

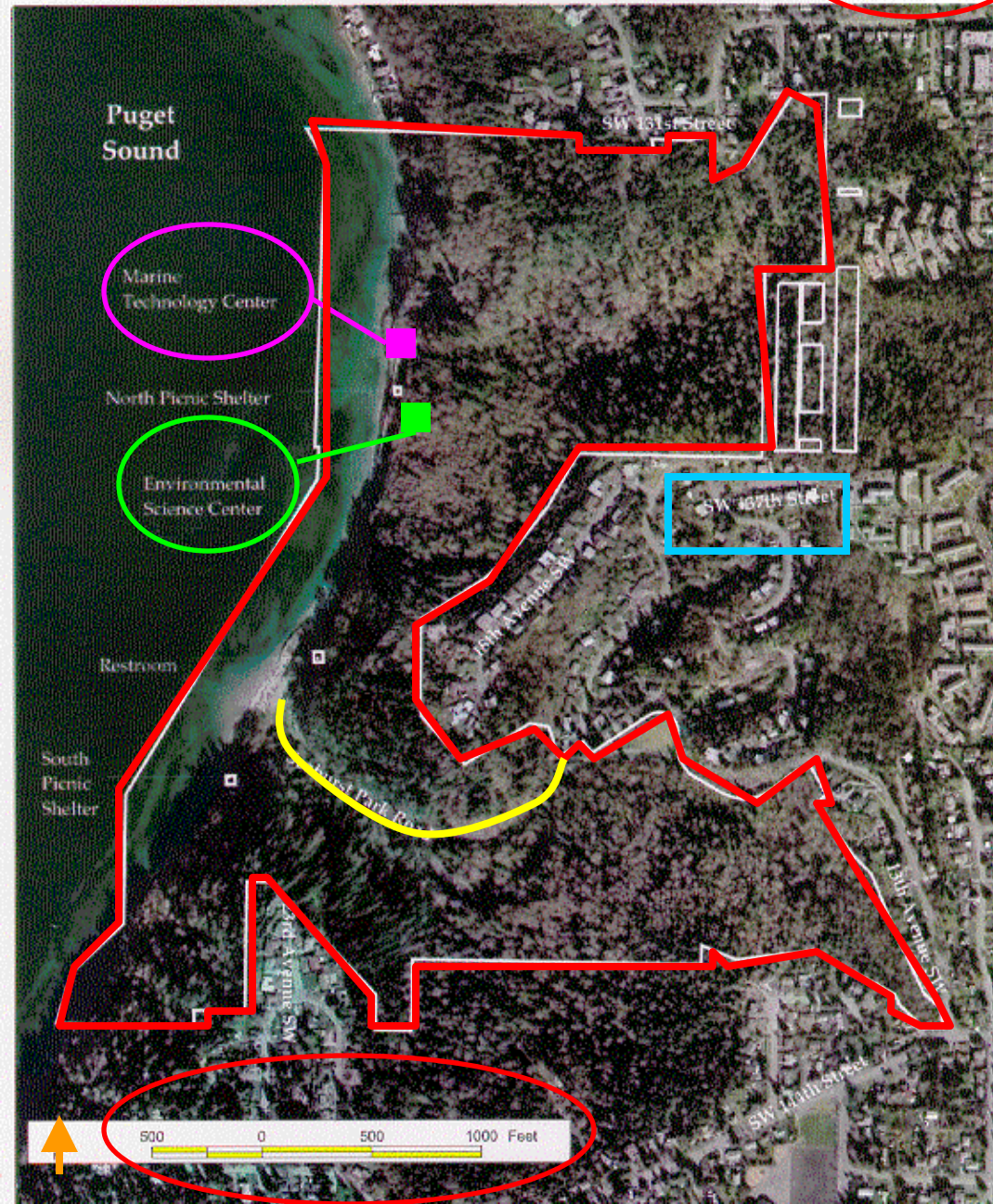




City of Burien
Seahurst Park Renovation Project 6(f) Boundary Map
November 23, 2005

*Quill
12/9/2005*

Map It



Legal Description
City of Burien - Seahurst Park
November 23, 2005

The land referred to in this commitment is situated in the State of Washington, and described as follows:

PARCEL A:

The northeast quarter of the southeast quarter, the southeast quarter of the southeast quarter, and Government Lots 1 and 2, all in Section 13, Township 23 North, Range 3 East, W.M., in King County, Washington.

TOGETHER WITH islands of the second class to extreme low tide, as conveyed by the State of Washington, in front of, adjacent to and abutting on said Government Lots 1 and 2;
EXCEPT that portion of said Government Lot 1, described as follows:

Beginning at the southeast corner of said Government Lot 1;
Thence north 0°20'34" west along the east line thereof, 661.29 feet;
Thence south 69°45'23" west 755.12 feet;
Thence south 0°20'34" east 331.40 feet;
Thence south 68°41'58" west 230.00 feet;
Thence south 0°20'34" east 331.63 feet to the south lines of said Government Lot 1;
Thence north 86°36'34" east along said south line, 568.12 feet to the point of beginning;
EXCEPT that portion of said Government Lot 1 called Hurstwood Beach, and described as follows:

Beginning at the intersection of the Government Meander Line and the south line of said Section 13;
Thence south 69°53'32" east along said south line, 240.18 feet to the south quarter corner of said Section 13;
Thence continuing south 89°50'32" east along said south line, 529.12 feet;
Thence north 1°37'20" east 20.00 feet;
Thence north 68°21'18" west 479.35 feet to King County Aerial Survey Monument N 1000 feet;
Thence continuing north 69°21'18" west 70.29 feet to a point on said Government Lot 1;
Thence southerly along said line 235.92 feet, more or less, to the point of beginning;
ALSO EXCEPT islands of the second class, in front of, adjacent to and abutting on said Hurstwood Beach;
EXCEPT that portion of said Section 13, planted as Hurstwood First Division, and recorded in Volume 69 of Plats, pages 85 and 86, in King County, Washington;

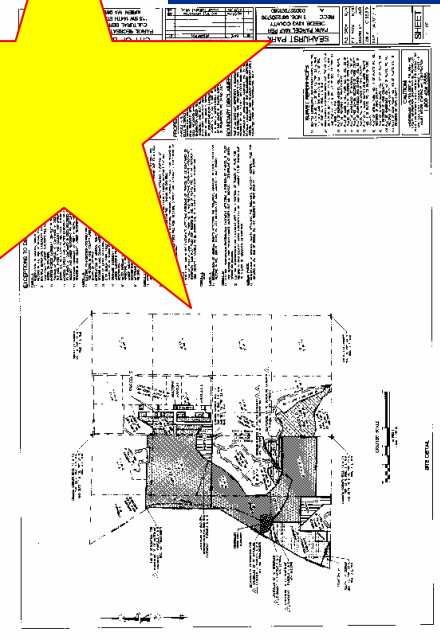
EXCEPT that portion of said Section 13, planted as Hurstwood Second D thereof recorded in Volume 63 of Plats, page 19, in King County, Washington;

EXCEPT the south half of the south line of said Section 13

ALSO EXCEPT that portion of the east half of said Section 13, the following described line and lying southerly of said 2nd Division, said line being described as follows:

Beginning at the most southerly corner of Lot 9, of said Hurstwood Second D;
Thence south 62°59'33" east 310.17 feet;
Thence south 86°41'38" east 773.45 feet;
Thence north 0°59'47" east 97.06 feet to the southwesterly margin of said Hurstwood Beach;
Thence north 0°59'47" east 97.06 feet to the southwesterly margin of said Hurstwood Beach;

PARCEL B:





City of Sacramento Department of Parks and Recreation

Verano Creek Park Project - 6(f)(3) Boundary Map

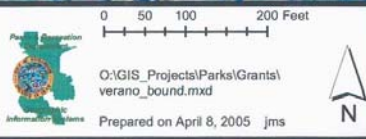
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Total 6(f)(3) Acres = 0.35



Legend

Verano Creek Park 6(f)(3) Boundary



Person Authorized In Resolution
4/27/05
Date





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Additional Information

- Surcharge – Page 90
- Sign Requirement – Page 89
- Rate of Reimbursement – Page 77
- Performance Report – Page 81
- Memorandum of Unrecorded Grant Agreement – Page 88
- Federal Requirements:
 - Section 106 SHPO
 - Federal Appraisal Standards



Office of Grants and Local Services

(916) 653-7423

<http://www.parks.ca.gov/grants>

